

**CONFIDENTIAL**

66-5170

19 July 1966

**MEMORANDUM FOR: Deputy Director for Support**

**SUBJECT : Use of Certain Terms**

As requested by you to pass around on a quiet basis, the following are the expressions and their definitions which I discussed at a recent staff meeting.

"DD/P," "DD/S," "DD/I," and "DD/S&T" refer to the man, not the directorate. "Clandestine Services," "Support Services," "Directorate of Intelligence," and "Directorate of Science and Technology" should be used to refer to the directorate.

The term "Director" or "Director of Central Intelligence" should be used when referring to Mr. Helms, not "DCI."

/s/

**L. K. White**  
**Executive Director-Comptroller**

O/ExDir/   
Distribution:  
Original - Addressee  
1 - ER  
1 - ExDir

**CONFIDENTIAL**

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

ILLEGIB